



bayarea
CHRISTIAN SCHOOL

Steps for Enrollment in Bay Area Christian School

Welcome to Bay Area Christian School. To help you through the process for enrolling a new student, please follow the steps below:

1. Read the Parent-Student handbook (available at www.bacschool.org) and, if possible, schedule a tour of the school by contacting Deena.Heidemmann@bacschool.org.
2. Fill out an online application at www.bacschool.org under the admissions tab and submit the application fee (non-refundable).
3. Submit the required documentation either within the application or email registrar@bacschool.org. Applications will **NOT** be processed without all of the required documentation:

Kindergarten -12th grade (Required Documentation)

- _____ Copy of birth certificate
- _____ Copy of up-to-date immunization record
- _____ Copy of signed court documents (adoption, divorce decree, custodial rights, etc.)
- _____ Copy of most recent report card/progress report (not kindergarten)
- _____ Copy of most recent Standardized Achievement Tests (if applicable)
Please provide any special psychological or educational tests.
- _____ Student Questionnaire (5th & 6th grade)
- _____ High School Transcript
- _____ Attendance, tardies and behavior report (for 7th - 12th)
- _____ *Recommendations (Referral Section in on-line application)

*Recommendations - from most recent school

Email addresses will be sent a quick online survey.

- ⇒ Grades K-6 - 1 from a Core Teacher
- ⇒ Grades 7-12 - 1 from an Administrator, 1 from a CORE Teacher (not a coach)

Students who are failing/low grades in one or more classes may not be accepted. Those who have demonstrated serious violations such as ISS or alternative school are likely not to be accepted.

4. The registrar will review the application and required documentation. **If enrollment space is available**, you will receive a call to schedule an appointment for a grade specific evaluation and interview. It is preferred that both parents/guardian be present along with their student(s).
5. After the interview, the admissions committee will review all enrollment information.
6. Parents/guardians will be notified of the child's approval or non-approval for admission.
7. Upon notification of approval, **the non-refundable enrollment fee is due to complete enrollment.**

*BACS Admissions Committee reserves the right to be selective with our admissions process. Waiting lists are not prioritized.